

## **VETERANS MEMORIAL COMMITTEE**

### **MEETING MINUTES**

**May 18, 2011**

Members present: Chair Kurt Minnich, Mr. Keith Marston, Ms. Deb Snyder, Mr. Byrd Troutman, Ms. Jenny Printy, and Mr. Dennis Sheppard

Supervisor: Chairman Vince DiFilippo

Staff: Terri A. Martini, Assistant Township Manager

The Chairman called the meeting to order at 7:00 pm and requested feedback from any of the general contractors and/or steel fabrication companies from the second round of solicitation. The metal fabricators that were solicited by the architect include:

Quality Metal Works Inc. Elizabethtown  
O'Rourke & Sons Steel Inc West Chester  
Specialty Steel Supply Co. Fairless Hills

The Committee approved the following schedule:

Rebid advertised ..... May 6  
Bids due..... June 6  
Consideration of Award ..... June 15  
Award ..... June 22  
Construction Completion..... September 30

The members discussed the cost of fabrication of the metal walls and the feasibility of soliciting an outside estimate for the work and direct contact with the companies to emphasize donations.

The architect requested the specifications for the flagpoles that John Maietta identified as available for the project.

The cost estimate did not detail the revenues nor expenses for the brick orders and plaques and the labor associated with the placement of these.

A variety of fundraising efforts were discussed. Specifically, the Chairman and Board liaison met with Derek Hathaway, retired President of HARSCO, to obtain advice on revenue strategies. He recommended an aggressive/persuasive and professional marketing brochure for household distribution and corporate solicitation. A third party fund raising company was also discussed.

The following schedule of events was announced:

Mechanicsburg Chamber of Commerce/Jubilee Day June 16  
New Kingstown Car Show July 10

New Kingstown Summer Festival July 27, 28, 29, 30  
SST Fall Festival Oct 1

The Committee asked that the list of landscaping materials be forwarded to the Vo-Tech School.

There being no further business, the meeting adjourned at 9:00 pm.